

TUITION ASSISTANCE FUND DISBURSEMENT ACTION STEPS FOR INSTITUTIONS

- USC Regional Campuses will submit projected enrollment data, by term, through the USC system for the upcoming academic year to Commission on Higher Education by June 15. For Technical Colleges submit the projected enrollment to State Board for Technical and Comprehensive Education by June 15. Eligible two-year independent institutions will submit projected enrollment data, by term, to the Commission on Higher Education by June 15.
- The Commission will send a letter of allocation amount for the upcoming term by July 31, November 30, and April 30 for the Fall, Spring and Summer terms, respectively.
- Submit an IDT/Invoice to the Commission's Internal Operations Division (contact person: Jeff Richards (803) 737-2263) to allow for payment processing.
- Submit scholarship disbursement data to the Commission's MIS Division (contact person: Stephanie Reynolds (803) 737-2152) by October 31, March 31, June 15th (final) and August 15 for the Fall, Spring, and Summer terms, respectively.